

ELDERBRIDGE BOARD OF DIRECTORS

Meeting Minutes

Elderbridge Agency on Aging

308 Central Avenue

Fort Dodge, IA 50501

December 11, 2018, 10:00 a.m.

0.0 Call to Order

The meeting was called to order by President Paula Harms at 10:05 a.m.

0.1 Introduction of Board members, staff and visitors.

President Harms called for introductions of visitors and staff. Staff members: Shelly Sindt, CEO, Sherri Boedeker, Finance Director, and Amy B. Simpson, Executive Assistant were present. Ann Leonard, Liaison to the Board, was absent.

0.2 Roll Call

Mabel Mantel	P	Mike Otto	P
Tim Nichols	A	Larry Pedley	P
Jan Olson	Ex	Jan Sowers	Ph
Tracy Quinones	P	Beth Will	Ex
Lionel J. Foster	P	Paula Harms	P

0.3 Items added to the Board Agenda by Board Members and Agency Staff

0.4 Adopt Agenda

President Harms called for a motion to adopt the December 11, 2018, Board Agenda. It was moved by Larry Pedley and seconded by Mabel Mantel that the agenda be adopted.

Aye: all (the motion was declared carried.)

1.0 Board Affairs

1.1 Approval of November 13, 2018, Board Meeting Minutes

President Harms called for approval of the November 13, 2018, Board Meeting minutes. It was moved by Tracy Quinones and seconded by Lionel Foster that the November 13, 2018, Board Meeting minutes be approved.

Aye: all (the motion was declared carried.)

1.2 Governance Committee Report

1.2.1 Discussion and approval of the applications for Advisory Council vacancies. Talia Bremer, Mitchell County, and Eric Erickson, O'Brien County.

Chair Pedley stated that the Governance Committee met on November 29, 2018, to review and discuss the applications. Both applicants were recommended to the Board for approval. It was moved by Jan Sowers and seconded by Mabel Mantel that Talia Bremer, Mitchell County, and Eric Erickson, O'Brien County be approved for the Advisory Council.

Aye: all (all the motion was declared carried.)

1.2.2 Discussion of upcoming Board vacancies and current Advisory Council vacancies
CEO Sindt stated that there would be five Board members who have completed their second terms and one Board member, who took over an unexpired term that will need to be reappointed for his first full term. Outgoing Board members were encouraged to find a replacement if possible. Several Board members indicated that they might have some prospects as replacements. The Advisory Council members will also be notified that there will be Board vacancies. The Board application and bylaws will be sent to the members to give to prospective applicants.

1.3 Fundraising Committee Report

Chair Foster stated that the Fundraising Committee met by conference call on December 7, 2018. Three goals were identified.

1. Annual Event/Major Gift program with the focus on growing the Endowment and consistency in giving solicitations.
2. Fundraising letter/Promotional Material development and enhancement
3. Coffee Talks/Lunch & Learn to target audiences through outreach and hosting activities.

CEO Sindt stated that in May of 2019 there would be a Caregiver Conference, and in June there will be a fundraising event. Rebranding or changing the logo was also discussed during the meeting. CEO Sindt showed the members the prospective new logo. A new tagline has also been proposed. The brochures will be changed to include the new logo and tagline. The folders will include Elderbridge information specific to the individual. Posters will also be created for distribution.

Chair Foster stated that Angie Perez had received \$750 in donations. A donor list needs to be created, and Board members are encouraged to provide names that Angie Perez can contact as a possible donor. CEO Sindt stated that she did a Facebook fundraiser and raised \$345. Everyone that uses Facebook can do a fundraiser. The Fundraising Committee will also be looking at grants from other casinos in the service area.

It was moved by Mike Otto and seconded by Larry Pedley to accept the Fundraising Committee report.

Aye: all (the motion was declared carried.)

1.3.1 Discussion and approval of the Palo Alto Gaming Development Corporation Grant
CEO Sindt stated the Palo Alto Gaming Development Corporation grant is through Wild Rose Casino in Emmetsburg. Funds that are received are distributed to deserving non-profit organizations. The grant will cover Palo Alto County and surrounding counties.

It was moved by Tracy Quinones and seconded by Lionel Foster to apply for a full grant from the Palo Alto County Gaming Development Corporation (PACGDC) for material aid in the requested amount of \$10,000. The total amount of the project is \$67,000.

Aye: all (the motion was declared carried.)

1.4 Update on Board of Supervisors Visits

CEO Sindt stated that the county visits had been completed. She completed the last visit to Lyon County on December 10, 2018. Board members were thanked for their attendance at the meetings. Finance Director Boedeker stated that \$245,735 had been received from the counties in Elderbridge's service area.

2.0 Finance Report – Sherri Boedeker, Finance Director

2.1 Finance Report

Finance Director Boedeker reviewed the financial report with the Board. Four bank accounts have been closed as they are no longer needed for meal site operations. The budget column on the Revenues and Expenditures statement has been updated. Some line items that appear high are the vehicle expense that included the purchase of two vans. The computer/software expense is higher because Elderbridge has paid the annual license fees for both the GMS Accounting system and the WellSky data management system. The HCBS subcontractors utilize Elderbridge funds at the beginning of the year and appear high. They will even out over the year. A new MIPPA contract was executed in November and will appear on next months statement

Elderbridge Alliance continues to show a net loss when looking at the full cost. However, Alliance shows a small profit when only the avoidable costs are considered.

It was moved by Mike Otto and seconded by Mabel Mantel that the financial report is accepted.

Aye: all (the motion was declared carried.)

3.0 Agency Program Report – CEO Shelly Sindt

3.1 Agency Report

CEO Sindt stated that Elderbridge has partnered with Upper Des Moines Opportunity to do the Santa for Seniors project in Clay County. Elderbridge had a list of 22 individuals and worked through the Chamber to get 22 businesses or people to adopt the seniors. The gifts will be delivered on Saturday, December 15. With the success of the project in Clay County, next year Elderbridge will be looking at doing the Santa for Seniors in other counties.

CEO Sindt will be visiting the 29 counties in the service area in 2019 to connect with Hospitals and Clinics to encourage the medical community to work with Elderbridge. She will also be visiting the meal sites in those areas.

Linda Miller, IDA Director, contacted CEO Sindt concerning a pilot project called "Return to Community." The focus is on getting seniors that are not on Medicaid the opportunity to return to the community to slow the transition to Medicaid. Connections Area Agency on Aging asked if Elderbridge would apply for a Telligen grant to expand the "Return to Community" project. CEO Sindt is researching the grant.

CEO Sindt informed that Board the Donell Doering, Director of Operations, has announced her retirement. Her last day will be April 12, 2019. The flowchart for the organization is being reviewed and may change. The Board will be notified of any changes to the structure. No new positions would be added. Adjustments to job titles and some shifting of responsibilities may occur.

CEO Sindt has been appointed by the Advocacy Coordinator for the state of Iowa with the National Association of Area Agencies on Aging. In March 2019, CEO Sindt will go to Washington DC to visit legislators about the N4a legislative priorities.

3.2 Elderbridge Alliance Report

CEO Sindt stated that the Elderbridge Alliance website had been upgraded. The mission statement will be changed, and the Alliance brochure will be updated. Elderbridge Alliance will be relaunched along with the Elderbridge rebranding. The Healthcare Companion visits have increased. The fee for the Home Safety Assessment visits has been changed to \$75.00 an hour instead of per visit. The goal is to have a sliding fee scale that will be supported by donations from corporations.

4.0 Community Relations

- 4.1** County Updates – Feedback for, Board Members and the general public
No updates at this time

5.0 Coming Dates

- 5.1** Next Board Meeting – 10:00 a.m. January 8, 2019, by conference call
5.2 Office Closures- December 24 and 25 in observance of the Christmas Holiday, January 1, 2019, New Year's Day
5.3 Next Advisory Council Meeting – February 27, 2019, 10:30 a.m. – Elderbridge Fort Dodge Office
5.4 Caregiver Presentations – December, Mason City, Trinity Lutheran Church
5.5 Informational booth at Grace United Methodist Church in Spencer, December 27 from 4:30 to 6:30 pm
5.6 BEC Enrollment Event at the Manson Senior Center on December 6, 2018
5.7 BEC Enrollment Event at Heartland Senior Housing, Fort Dodge, December 11, 2018

6.0 Adjournment

- 6.1** Adjournment
There being no further business before the Board, it was moved by Mike Otto and seconded by Tracy Quinones that the meeting is adjourned at 11:31 a.m.

Aye: all (the motion was declared carried.)